

## **Data Integration Manager**

Colorado Department of Higher Education

**POSTING DATE:** 2/18/2022

**CLOSING DATE:** 3/4/2022

**COMPENSATION:** \$60,000-\$70,000 annually

### **DESCRIPTION OF JOB:**

In partnership with the CWDC and CDHE, the Data Integration Manager will play a critical role in mapping and connecting data sets across the talent development ecosystem. The position manages the Colorado Data Trust and oversees the strategic alignment of platforms and databases to support the development of integrated reporting and research mechanisms.

This position will join a number other positions that utilize Colorado's unique shared staffing approach to support cross-agency interaction and alignment. It will be housed at CDHE within the Data, Research, & Policy team, reporting directly to the Senior Director of Research and Data Governance and reporting indirectly to the Communications and Collaboration Team within the CWDC.

This position is term limited until June 30, 2025.

### **Essential Duties & Responsibilities**

- Complete and maintain a comprehensive data catalogue of fields that are tracked in different systems
- Convene the Colorado Data Trust and oversee execution of projects from conception to completion in partnership with Trust members
- Raise awareness of the data trust to state agency stakeholders and external stakeholders
- Support data quality initiatives related to education, workforce training, and other areas relevant to the Data Trust
- Develop and implement a strategic roadmap for data use to support the achievement of the overarching objectives of the talent development network, inclusive of Cabinet Working Groups and agency performance plans
- Create structures, policies, procedures and templates to enable optimal and consistent decision making about data use
- Establish partnerships with internal and external stakeholders to promote data quality and appropriate uses for high value data
- Establish and promote a culture of responsible data governance
- Represent the state and lead state teams as needed in national and statewide collaboratives and initiatives

- Other duties as assigned by CDHE or CWDC

**REQUIRED QUALIFICATIONS:**

**Required Competencies**

- Experience in managing strategic data linkage projects
- Ability to articulate the vision of data linkage initiatives and generate support from diverse stakeholder groups
- Deep understanding of data governance and the appropriate and ethical use of different types of data
- Expertise in regulatory frameworks such as HIPAA, FERPA, frameworks around governance of wage data, etc.
- Experience with compliance with data regulations, statutes and rules, and the expertise to identify possible exceptions to rules that permit appropriate data sharing
- Experience in hands on data work including cleaning, linking, and storing data
- Experience in collaborative research projects and skill in making connections between stored data variables and relevant research questions

**MINIMUM QUALIFICATIONS:**

**Education and Experience:**

- Bachelor's degree from an accredited institution.  
AND
  - Three (3) years of professional experience in data governance, metadata management and data quality management. With a combination of experience in the following:
  - Experience in writing business definitions for tables, data fields, attributes, etc.
  - An understanding of data lineage Technical writing skills in order to draft policies, procedures and standards

**Substitutions:**

- Additional related experience will substitute for the degree on a year-for-year basis
- Additional education will substitute for the required experience on a year-for-year basis.
- Excellent communication skills
- Project management skills
- Ability to lead new initiatives
- Ability to manage ambiguity

**PREFERRED QUALIFICATIONS:**

- Five (5) years of professional experience in data governance, metadata management and data quality management
- Expertise with one or more compliance frameworks such as NIST, HIPAA, FedRAMP
- Familiarity with the National Information Exchange Model (NIEM)
- Experience with data in a research or evaluation setting
- Experience with building data visualizations and dashboards

**APPLICATION PROCEDURES:**

To be considered for this position, candidates must possess the minimum qualifications listed above and submit the following: Cover letter and resume. Submit your completed application materials to:

[HR@dhe.state.co.us](mailto:HR@dhe.state.co.us)

Or:

Colorado Department of Higher Education  
Attention: Human Resources  
1600 Broadway, Suite 2200  
Denver, Colorado 80202

This position is not governed by the selection process of the classified personnel system and is not part of the classified state personnel system.

**Application Deadline:** Position will remain open until filled. Application review begins immediately and position start is immediate.

Employment is contingent on successful completion of a criminal background check.

The Colorado Department of Higher Education offers benefits for this position which include medical, dental, vision, and life insurance available to the employee and eligible dependents on a cost share basis between employee and the Department. Disability insurance is provided at no cost to the employee. Paid leave time is accrued at 14 hours per month for vacation leave and 10 hours per month for sick leave. There are 10 paid holidays in a calendar year.

Employees of the State of Colorado do not contribute to Social Security, but contribute to Colorado Public Employee Retirement Association (PERA)

The State of Colorado believes that equity, diversity, and inclusion drive our success, and we encourage candidates from all identities, backgrounds, and abilities to apply. The State of Colorado is an equal opportunity employer committed to building inclusive, innovative work environments with employees who reflect our communities and

enthusiastically serve them. Therefore, in all aspects of the employment process, we provide employment opportunities to all qualified applicants without regard to race, color, religion, sex, disability, age, sexual orientation, gender identity or expression, pregnancy, medical condition related to pregnancy, creed, ancestry, national origin, marital status, genetic information, or military status (with preference given to military veterans), or any other protected status in accordance with applicable law.

The Colorado Department of Higher Education is committed to the full inclusion of all qualified individuals. As part of this commitment, our agency will assist individuals who have a disability with any reasonable accommodation requests related to employment, including completing the application process, interviewing, completing any pre-employment testing, participating in the employee selection process, and/or to perform essential job functions where the requested accommodation does not impose an undue hardship. If you have a disability and require reasonable accommodation to ensure you have a positive experience applying or interviewing for this position, please direct your inquiries to our Human Resource Director, Cindy Langan, at [HR@dhe.state.co.us](mailto:HR@dhe.state.co.us) or call 720.264.8575.